UNITED NATIONS

Framework Convention on Climate Change

Distr.
GENERAL

FCCC/SBI/2001/7
30 May 2001

Original: ENGLISH

SUBSIDIARY BODY FOR IMPLEMENTATION
Fourteenth session
Bonn, 16-27 July 2001
Item 3 (a) of the provisional agenda

FURTHER WORK CONCERNING LEAST DEVELOPED COUNTRIES

Workshop to develop draft guidelines for the preparation of national adaptation programmes of action

Note by the secretariat

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I. MANDATE

1. The Conference of the Parties, at its sixth session, requested the secretariat to organize a workshop involving six resource persons from least developed countries, in addition to other relevant experts, to develop draft guidelines for the preparation of national adaptation programmes of action, before the fourteenth sessions of the subsidiary bodies (FCCC/CP/2000/5/Add.2, para. 6 (a)).

2. The Government of Uganda offered to host the meeting, which was held at the Grand Imperial Hotel in Kampala and included representatives from least developed country Parties as well as other experts spanning different regions and diverse expertise.

3. Financial support for the organization of the workshop was provided by the Government of Canada through the Canadian International Development Agency.

II. SCOPE

4. This document describes the discussions that took place during the meeting, which centred around further elaborating the concept of national adaptation programmes of action (NAPAs), as well as the elements that should guide the process of their preparation. The summary of discussions is included in section III below. The draft guidelines agreed at the workshop are included in section IV. This document will serve as the basis for discussion, by the group of least developed countries, on NAPA guidelines during a two-day workshop to be held in Bonn immediately prior to the fourteenth sessions of the subsidiary bodies.

5. The agenda of the workshop is provided in annex I to this document.

III. WORKSHOP SUMMARY

6. Participants recalled that pursuant to recent proposals by the group of least developed countries, national adaptation programmes of action were to serve as a simplified channel for least developed countries (LDCs) to communicate their urgent and immediate needs relating to adaptation to climate change. Guidelines for the preparation of NAPAs should therefore be easy to follow, and should ensure that NAPAs were action-oriented, participatory and country driven. The guidelines should not be too prescriptive in order to allow for flexible procedures based on individual country circumstances. They would set clear priorities for urgent adaptation activities as identified by the countries, based on currently available information.

7. The rationale for developing NAPAs rests on the low adaptive capacity of LDCs, which renders them in need of immediate and urgent support to start adapting to current and projected adverse effects of climate change. Consequently, activities proposed through NAPAs would be those whose further delay would increase vulnerability, or lead to increased costs at a later stage.

8. Participants emphasized the importance of traditional and local knowledge and practices to deal with climate variability, and the fact that understanding these and promoting them at the grassroots level constituted an important component in enhancing the adaptive capacity of LDCs to the adverse effects of climate change.

9. Participants stressed that the preparation of NAPAs should be based on available information, and not be contingent on the preparation of further vulnerability assessments and methodological work if this is not already available.

10. It was agreed that the process of identification of adaptation needs should involve stakeholders at all levels.

11. Participants also indicated that the development of NAPAs could be aided by technical guidance and advice provided by the proposed LDC group of experts. This group of experts could also help in reviewing NAPA submissions, and in identifying regional synergies.

12. Where relevant, the expert group would also provide guidance on the identification of capacity building needs in relation to the development of NAPAs and their subsequent implementation, relying on additional experts as required.

13. The expert group could also assist in identifying sources of available information and data and their subsequent interpretation in support of NAPAs.

14. Participants noted that the development and implementation of NAPAs was contingent on the availability of adequate levels of resources. Such resources could come from a variety of sources including those identified in the UNFCCC and the Kyoto Protocol.

IV. DRAFT GUIDELINES

A. Structure of national adaptation programmes of action

15. The workshop proposed the following structure to be used as a basis for the preparation of NAPAs.

1. Introduction and setting

16. This introductory section would include background information about the area/region/country, which would help support the case for a NAPA. It would cover current characteristics, key environmental stresses, and how climate change and climate variability adversely impact on key sectors, regions and biophysical processes.

2. Framework for adaptation programme

17. This section would provide a brief overview of changes in climate and climate variability, and associated actual and potential impacts of climate change, based on existing studies, as well as empirical and historical data or knowledge.

18. Based on this overview, current adaptation processes would be identified, together with their limitations and scope for improvement.

3. Identification of key adaptation activities

19. Given the key sectors and areas at risk identified above, this section would identify relevant adaptation actions and strategies (which may include policy reform, and/or project level activities).

4. List of potential projects

20. This section would identify potential concrete projects based on the actions and strategies identified in paragraph 19 above.

5. Criteria for selecting priority activities

21. A set of locally driven criteria would be used to select priority adaptation activities from those identified under 4 above. Where possible, a description of the potential barriers to implementation should also be included. The criteria for prioritization would be based on the level or degree of impacts on:

(a) Life and livelihood;

(b) Human health;

(c) Food security and agriculture;

(d) Water availability, quality and accessibility;

(e) Essential infrastructure;

(f) Cultural heritage;

(g) Biological diversity;

(h) Land management;

(i) Other environmental amenities;

(j) Other socio-economic factors, especially poverty.

6. Programme development, institutional arrangement and endorsement

22. This section would briefly describe how the programme was arrived at, the process of consultation, the methods for evaluation and monitoring, the rationale for established institutional arrangements, and the mechanism of endorsement.

7. Project profiles

23. From the identified projects, the highest priorities would be selected and a limited number of project profiles would be developed for inclusion in the NAPA document. This could follow the format included in annex I below.

B. NAPA process

1. Guidance

24. The NAPA would be guided by the following:

(a) Participatory approach;

(b) Complementary approach, building upon existing plans and programmes (e.g. CCD-NAP, and CBD-NBSAP);

(c) Sustainable development;

(d) Gender equity;

(e) Country-driven approach;

(f) Environmental protection;

(g) Cost-effectiveness;

(h) Simplicity.

2. Institutional arrangements

25. The NAPA would be developed by a task group that would be composed of a lead agency and representatives of stakeholders including government agencies and civil society. This group would be constituted using an open and flexible process that would be inclusive and transparent.

26. The task group would organize a national (and or sub-national) consultative process to solicit inputs and proposal ideas in order to help develop a shortlist of potential NAPA projects. The task group would moderate this consultative process, and help translate ideas into project ideas. This process would allow adequate dialogue between the task group and the public, with time allowed for public comment and revisions.

3. Endorsement process

27. The NAPA document would be produced, adopted and endorsed through a national process.

28. The NAPA document would become a public document that would be disseminated in multiple forms and media, including translation into local languages where possible.

29. When interest has been expressed for specific project ideas (by a funding agency), the NAPA task group would identify the most effective means of developing full project proposals. This might include solicitation of project development funds to facilitate development of competitive proposals.

30. The process would allow periodic improvement and revision of the NAPA content as factors change.

Annex I

FORMAT FOR PROJECT PROFILES

1. **Title**

2. **Rationale/justification**
   Overview of impacts.

3. **Brief project description**
   Description of activities including major needs for implementation;
   Expected benefits (including assessment of impact of no-project);
   Co-benefits.

4. **Implementation**
   Specific institutional arrangements for the implementation of the project, including opportunities for regional cooperation;
   Implementation strategy including scheduling;
   Process for evaluation and monitoring (e.g. indicators and benchmarks);
   Indicative budget and resources.

(The length of each project profile should be limited to two pages.)

Annex II

WORKSHOP TO DEVELOP DRAFT GUIDELINES FOR THE PREPARATION OF NATIONAL ADAPTATION PROGRAMMES OF ACTION (NAPAs)

Grand Imperial Hotel
Kampala, Uganda
(25-27 April 2001)

Agenda

Day 1: 25 April 2001

8.30 – 10.00
Registration

10.00 – 10.40
- Opening ceremony

10.40 – 12.30
- Presentation on "Elements for the preparation of NAPAs", by Mr. Paul Desanker (Malawi)

12.30 – 13.00
- Presentation on PICCAP experience with the development of adaptation guidelines, by Mr. Neil de Wet (New Zealand)

13.00 – 14.30
Lunch

14.30 – 15.00
- Presentation on the experience of Bangladesh in identifying its adaptation needs, by Mr. Monirul Qader Mirza (Bangladesh)

15.00 – 18.00 *(including coffee break 16.00 – 16.20)*
- Further discussion on the presentations, and their implications for the preparation of guidelines

Day 2: 26 April

9.30 – 11.10
- Presentation on CCD-NAPs, by Ms. Jan Sheltinga, CCD secretariat

11.10 – 11.30
Coffee break

11.30 – 12.20
- Discussion on synergies among conventions

12.20 – 13.00
- Discussion on synergies among regions and subregions

13.00 – 14.30
Lunch

14.30 – 18.00 *(including coffee break 16.00 – 16.20)*
- Breakout groups to prepare first draft of elements for guidelines: Group A: on structure of NAPAs; and Group B: on process of preparation of NAPAs

Day 3: 27 April

9.30 – 12.30 *(including coffee break 11.00 – 11.20)*
- Presentation of draft guidelines for discussion
- Incorporation of amendments

12.30 – 14.00
Lunch

14.00 – 17.00
- Discussion on workshop outcome, and on follow-up action

17.00 – 17.30
- Closing ceremony

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